

Agenda for a meeting of the Meremere Community Committee to be held in the Meremere Community Hall, Heather Green Ave, Meremere on **THURSDAY, 18 FEBRUARY 2021** commencing at **7.00pm**.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Thursday, 10 December 2020 2

5. REPORTS

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6. GENERAL BUSINESS

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Meremere Community Committee
From	Gavin Ion Chief Executive
Date	21 January 2021
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	GOV0510
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Meremere Community Committee meeting held on Thursday, 10 December 2020.

2. RECOMMENDATION

THAT the minutes of the meeting of the Meremere Community Committee held on Thursday, 10 December 2020 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

MMCC Minutes – 10 December 2020

MINUTES of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY, 10 DECEMBER 2020** commencing at **7.02pm**.

Present:

Mr J Katu (Chairperson)
 Mr J Harman (Deputy Chairperson)
 Ms M Tapiata (Secretary)
 Mrs A Dobby
 Mrs C Heta [from 7.34pm]
 Mrs L Horsfall
 Mr B Brown [from 7.34pm]
 Cr J Sedgwick

Attending:

Ms F Lusby
 Mrs O Rodgers
 Mr S Toka (Iwi and Community Partnerships Manager)
 Mr M Balloch (Building Quality Manager)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Harman/Mrs Horsfall)

THAT an apology for lateness be received from **Mr Brown, Mrs Heta and Mrs Dobby.**

CARRIED

MMCC2012/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mrs Horsfall/Mr Harman)

THAT the agenda for a meeting of the Meremere Community Committee held on Thursday, 10 December 2020 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED

MMCC2012/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mrs Horsfall/Mr Harman)

THAT the minutes of a meeting of Meremere Community Committee held on Thursday, 29 October 2020 be confirmed as a true and correct record of that meeting.

CARRIED**MMCC2012/03****REPORTS****Meremere Works & Issues Report – 10 December 2020**

Agenda Item 5.1

The report was received and the following items were discussed:

1. \$35k available for development of the old ambulance building from Council facilities fund. Pavillion has asbestos in it not sure on how much so an assessment of that is needed. Merv suggested if the building is not going to be used then it is best to demolish it.

ACTION: Staff to obtain a quote for the demolition of the pavilion and report back to the Committee.

2. Library - Please encourage people to use on Saturdays while trial is happening, review of trial will happen next year. Mel is hosting a creative event on the last Saturday to help encourage users.
3. On Kims to do list, but her workload is huge and she will get to it.
4. The committee has requested 5 of each if possible, to be planted in the orchard behind the hall, the orchard by the tennis pavillion and down by the skatepark.
5. Mel to contact Kim on how many palings needed for the repair on the fence where the mural will be painted - James has volunteered to install palings. Mel to talk to owner of the fence in regards to the mural.
6. To be discussed next year.
7. Micky Graham identified as the kaumatua but he has been busy with a tangi. Jim will send contact details to Merv to arrange a time with Micky directly.
8. 8, 9 is down to Kims workload.

9. Footpath is going to be added to the left side of Naho place.
10. Paul wants to meet with someone from the committee to be shown around all the spots that need to be addressed, Jim will contact Paul and arrange a time to meet.
11. Can all expenditures be put in the Discretionary Fund report not in general business.
12. Financial Commitments - if not going to committ or there are no receipts the committee should make a motion to return the money to the pool. James handed his receipts to Jim and Jim claims to have given to Ange. Mel to ask Ange for receipt that James gave for hoses.

Councillor's Report

Agenda Item 5.2

Cr Sedgwick gave a verbal report on the following matters:

- Changes in recycling - it has been advertised on Facebook, all lids are to be taken off plastic and glass.
- Has anyone noticed the long grass on the verges, mainly on Heather Green,. If privately owned nothing can be done about it.
- CCTV cameras who owns them? We own the hall ones and have full control over them. Jan has put Meremere at the top of the list to receive cameras from the CCTV Trust, the amount is yet to be decided but a person will come out to assess suitability and location of the cameras. Huntly have had 20 installed so it would be less than that. Okeroa asked what about our privacy? Jan said the cameras would only face public pathways, e.g footpaths, roads and parks. Mel asked who has access to the footage? Jan said that the police have created a new app so that when they are alerted they can look on their phone and see the camera footage - whoever is closest would be the one to respond.
- Update on Pa site - Mel advised that they are currently having wananga with Ngati Naho to design the carvings and entrance to the Pa.
- Reminder that the Te Kauwhata A&P show is on Saturday and the Pokeno Christmas Parade on Friday.
- Jan presented a project proposal for the Meremere Street number project. Lauren from Toi Ako te Kauwhata and Mel from Creative Meremere to manage and facilitate the project. Jan has the money for it she asked the committee if they all agree to have this project here, everyone agreed. House numbers will be made for the 150 houses in Meremere. (document will be scanned through on a separate email).
- Okeroa asked Jan what was the update on the developers working at the bottom of the mountain. Jan advised that not sure if they have consent. Mel advised that a new development is happening right next to the Pa and is concerned that it doesn't have proper consent due to the proximity to the Pa. Mel has rung and spoken to council and Jan will follow it up.

ACTION: Cr Sedgwick to follow on development and report back to the Committee.

- Te Whakaea asked Jan who owns the rest home because they are not looking after the place and with all the good work we are trying to do in the village we have to do something about them and the state of the place. Jan advised that people can buy

houses and do what they want, not much can be done until they are caught doing something illegal and then it becomes a police issue. The perceived owner (Kelly Robinson) has the title of the land under his sisters name.

Discretionary Fund Report to 9 June 2020

Agenda Item 5.3

Resolved: (Mrs Horsfall/Mr Harman)

THAT the Meremere Community Committee approves the:

- **Reconnection of power for the Tennis Pavilion (Resolution No. MMCC1703/04/2) be removed from the Discretionary Fund commitments.**
- **Sum of \$200.00 (including GST) for 3 trophies for the youth awards (Resolution No. MMCC2010/05) be returned to the pool.**
- **Purchase of petrol vouchers for \$200 including GST (Resolution No. MMCC1912/03) be returned to the pool.**

CARRIED

MMCC2012/04

GENERAL BUSINESS

The following items were discussed:

- Cecilia reported that she did not go through with the youth prize giving as the trophies were too expensive and she ran out of time. She is planning one for next year with the Te Kauwhata College Principal. Print out handed out of letter of support from the principal. Our committee can contribute to the prize giving next year.
- Mel presented a proposal for the end of year skate event for the skate club and asked if the committee could pay for the t-shirts that are prizes for the club. James advised that the Development Committee meeting is on Tuesday and would put it to them instead of using the discretionary fund.
- Fran said she had a meeting with Tainui Group Holdings. They have made it a priority to block off the walking access to the river outlet so no more children can cross over and go for a swim due to the safety issues surrounding that area. Also they intend on doing a soil sample next week to test for asbestos and heavy metals in the areas surrounding the power station, and the watrecare site.
- Cecilia asked for an update on the school pool. James advised that the Development Committee have meet with school principal and they intend on fixing it but it won't be ready until next summer due to the work required on it and the time constraints.

- The committee was advised that the hall AGM had been postponed until 2021. Concern was raised by members of the committee on the process for calling an AGM.

ACTION: Staff to report back to the Committee on the process for calling an AGM.

- Te Whakaea had been doing work at the gym. He is an old resident of Meremere and wants to work with youth. He wants to give back to the community and is a boxing trainer and barber so he can add more value to our community.
- Discussion on Pavillion space. We should demolish the place if we have no intentions of ever using again. The options after that are to extend on the old ambulance building and bring some prefab buildings into the space. Antonio can draw up some designs to present at the next meeting. Mel asked if community consultation should be done before designing - consultation can be done next year. This committee is to do the planning and the development committee is to find the funding.

There being no further business the meeting was declared closed at 8.44pm.

J Katu
CHAIRPERSON

Open Meeting

To	Meremere Community Committee
From	Sue O’Gorman General Manager Customer Support
Prepared by:	Mervyn Balloch Building Quality Manager
Date	8 February 2021
Chief Executive Approved	Y
Reference #	GOV0510
Report Title	Meremere Works & Issues Report – 18 February 2021

1. EXECUTIVE SUMMARY

To update the Committee and provide information on works and issues raised at previous meetings.

2. RECOMMENDATION

THAT the report from the General Manager Customer Support be received.

3. ATTACHMENTS

- Works and Issues Report

Works and Issues Report

	Issue	Area	Action
1.	<p>A proposal has been presented to reinvigorate the disused Tennis Pavilion. Members of the Committee agreed in principle to look at the proposal but requested that Council provide a report on the state of the Tennis Pavilion for the September meeting before discussing further.</p>	Service Delivery	<p>A request has been made for a detailed report to be undertaken on the building including re-piling, re-wiring / replacement of the power board, a condition assessment on the weatherboard cladding and repainting the interior/ exterior of the building. This report will be available for the October meeting.</p> <p>Costs will also be provided for the re-surfacing of the tennis court and the re-wiring and renewal of the tennis court lighting.</p> <p>Update: Council has had an estimate of \$70 - \$80k to re-pile and upgrade the tennis pavilion building. we require some feedback from the committee as to the appetite to demolish the tennis pavilion building and upgrade the Old Ambulance building to form a multi-functional facility.</p> <p><u>DECEMBER 2020:</u> The report that the Committee refer to above was not completed due to an inspection undertaken by Cushman & Wakefield and advice received from Council building inspectors.</p> <p>Staff have requested seismic and asbestos evaluations to be undertaken on the old ambulance building to ascertain its future life. Reports are expected in December 2020.</p> <p><u>FEBRUARY 2021 - Update:</u> Staff have received the Asbestos report, there are no unexpected concerns regarding asbestos. All asbestos containing products are limited to exterior cladding on the gable ends and soffit linings.</p> <p>A seismic report was requested in November last year, staff are currently following this up.</p>

	Issue	Area	Action
2.	Library to trial swapping a weekday opening for a weekend day.	Brian Cathro	<p>Committed to trial of 4 - 6 weeks duration and currently working on how to resource it. Will work directly with Melissa from the community once we get closer to starting and plan to commence in November. Will continue with updates on Facebook page.</p> <p><u>DECEMBER 2020</u> Recruitment of our new staff is complete Saturday trial is beginning Saturday 5th Dec. and will run until Christmas Normal hours resuming from Wednesday 2nd Dec. Post was made onto the Meremere Village and surrounding districts Facebook page</p> <p>We will assess how the trial went after Christmas and see what we can learn from it.</p> <p><u>FEBRUARY 2021</u> A trial of Saturday opening has occurred through December 2020. There was very light usage and staff noted that there were not many/any new customers. The customers who came in on Saturday were those who already come during the week.</p> <p>We can only conclude that the opening hours are not a barrier for customers who want to use the library space. There was no noticeable increase in customers who have not previously visited the library.</p> <p>A follow up online survey was conducted:</p> <ul style="list-style-type: none"> • 21 responded • Approx 50% said they think the current hours are sufficient to meet community needs, 50% did not • Most respondents said they like the additional hours though <p>Based on the volume of customers and level of change in usage it is difficult to endorse a change in hours at this stage.</p>

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	Issue	Area	Action
3.	Gardens at each entry/exit point at Meremere to be added to the garden maintenance list.	Service Delivery	The gardens will be added into the parks and reserves maintenance contract prior to Christmas. <u>FEBRUARY 2021</u> - Update: The gardens have been added to the maintenance schedule.
4.	Council to repair fences surrounding the skatepark.	Service Delivery	Contractor to provide quote for repairs. The contractor is undertaking fence repairs where feasible (replacing palings, repairing wire mesh). <u>FEBRUARY 2021</u> - Update: The fences have been repaired where feasible.
5.	Repairs to the water fountain	Service Delivery	Suitability of location and cost to be assessed. This issue has been recorded incorrectly. There is no existing water fountain, the community would like one installed. Suitability of location and cost to be assessed before the end of year. <u>FEBRUARY 2021</u> - Update: The contractor has been asked to provide a quote for installation.
6.	Bush behind the basketball courts would be cleaned up.	Service Delivery	Kaumatua approval required. Work to be programmed for next April, weather dependent. Staff are waiting for the Committee to advise Kaumatua for Open Spaces to liaise with. Chair to advise who the Kaumatua will be at next meeting.

	Issue	Area	Action
7.	Garden at the front of the Meremere Hall would be added to the maintenance list.	Service Delivery	<p>The gardens will be added into the parks and reserves maintenance contract prior to Christmas.</p> <p><u>FEBRUARY 2021</u> - Update: The gardens have been added to the maintenance schedule.</p>
8.	Steps to be added to the front of the Meremere Hall to enable easier access.	Service Delivery	<p>Suitability of location to be reassessed, this was considered during construction of car park but did not go ahead.</p> <p>Reassessment to be undertaken before the end of the year.</p> <p><u>FEBRUARY 2021</u> - Update: Reassessment is still to be undertaken.</p>
9.	The footpaths where the water meters were put in have sunk and need to be looked at	Service Delivery	<p>Staff have been out and had a look at watermain renewal sites from recent years as well as adjacent streets but did not identify any sunken footpaths. Staff would be happy to meet with the Meremere Community Committee member to identify the problem areas and arrange for any repairs needed. Contact Paul McPherson, Community Projects Manager, 027 404 1686 or email paul.mcperson@waidc.govt.nz.</p> <p>Chair to update at next meeting.</p> <p><u>FEBRUARY 2021</u> Staff met with Jim Katu in Meremere. The problem sites were visited and discussed, and two service requests were lodged with WDC water maintenance staff (Watercare) for footpath repairs required at 57 and 89 Te Paea Avenue. These have since been repaired (on 21 December). Another two service requests were lodged with the WDC Roading Maintenance team for faults at 1 Te Paea Avenue and at 18 Kohekohe Crescent. These are still scheduled for repair (as of 14 January).</p>

Open Meeting

To	Meremere Community Committee
From	Alison Diaz Chief Financial Officer
Date	24 November 2020
Prepared by	Julie Kelly Support Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0510
Report Title	Discretionary Fund Report to 28 January 2021

1. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 28 January 2021.

2. RECOMMENDATION

THAT the report from the Chief Financial Officer be received.

3. ATTACHMENTS

Discretionary Fund Report to 28 January 2021

MEREMERE COMMUNITY COMMITTEE DISCRETIONARY FUND REPORT 2020/21 (July 2020 - June 2021)

As at Date: 28-Jan-2021

	GL	1.209.1704
2020/21 Annual Plan (including Salaries)		1,550.00
Carry forward from 2019/20		15,247.00
Total Funding		<u><u>16,797.00</u></u>
Income		
Total Income		<u><u>-</u></u>
Expenditure		
01-Sep-20 Payment to A Plus Security for CCTV maintenance at the Meremere Library MMCC2010/04		2,050.00
Total Expenditure		<u><u>2,050.00</u></u>
Net Funding Remaining (Excluding commitments)		<u><u>14,747.00</u></u>
Commitments		
08-Aug-19 Purchase of a gift for Mr Creed in acknowledgment of his services to the community MMCC1906/04		200.00
17-Sep-20 Reimburse Mr James Harmen for the amount of \$69.96 including GST, for the purchase of two new 30 metre hoses and attachments from Mitre 10 MEGA Hamilton for the Committees water blaster. MMCC2009/04		69.96
29-Oct-20 Meremere Community Committee commits the sum of \$1,500.00 (including GST) for the purchase of a laptop for the Committee. MMCC2010/06		1,304.35
Total Commitments		<u><u>1,574.31</u></u>
Net Funding Remaining (Including commitments)		<u><u>13,172.69</u></u>

Open Meeting

To	Meremere Community Committee
From	Tony Whittaker Chief Operating Officer
Date	12 January 2021
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0510
Report Title	Year to Date Service Request Report

1. EXECUTIVE SUMMARY

To update the Committee on the Year to Date Service Request Report to 31 December 2020.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

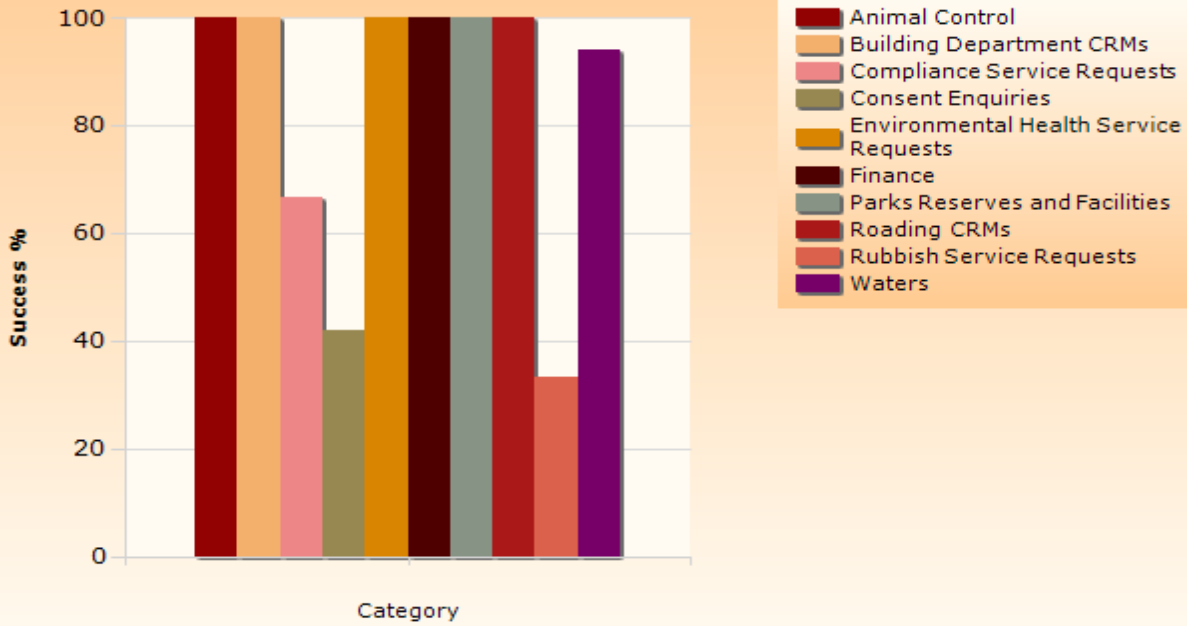
Year to Date Service Request Report for Meremere Community Committee

Date Range: 01/10/2020 to 31/12/2020

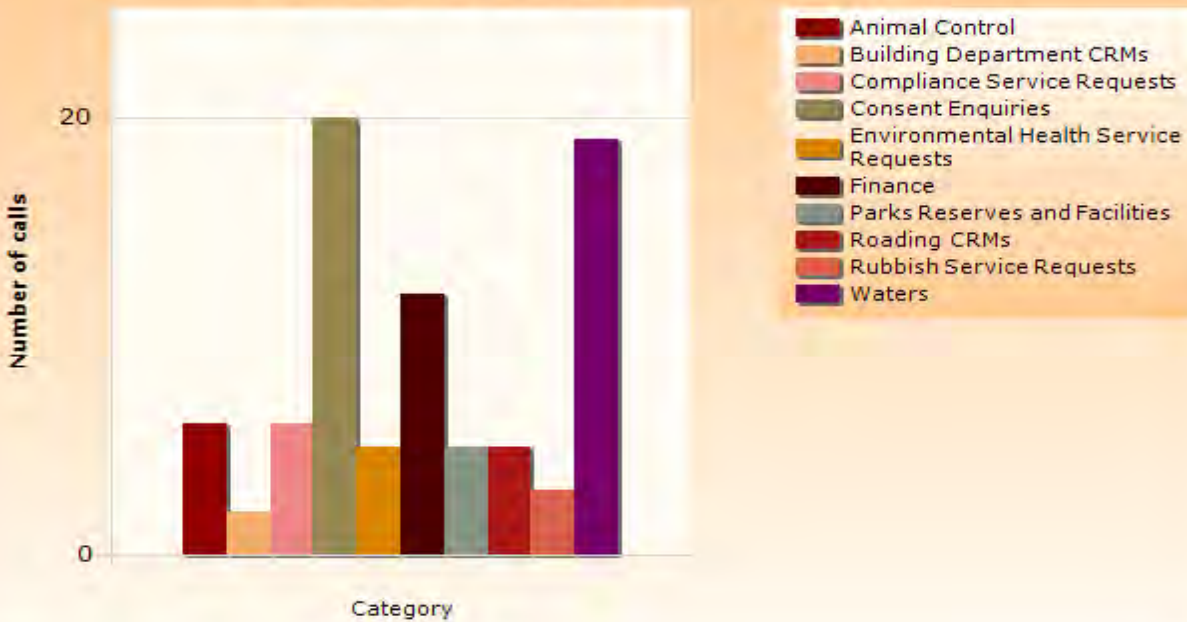
The success rate excludes Open Calls as outcome is not yet known.

1/12/2021 11:51:00 AM

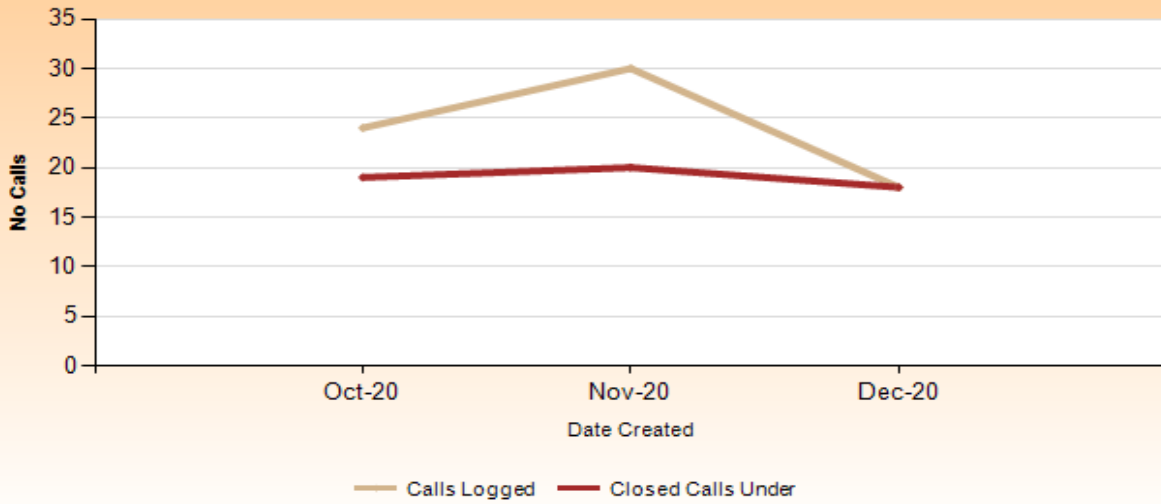
Call Completion % Success by Type



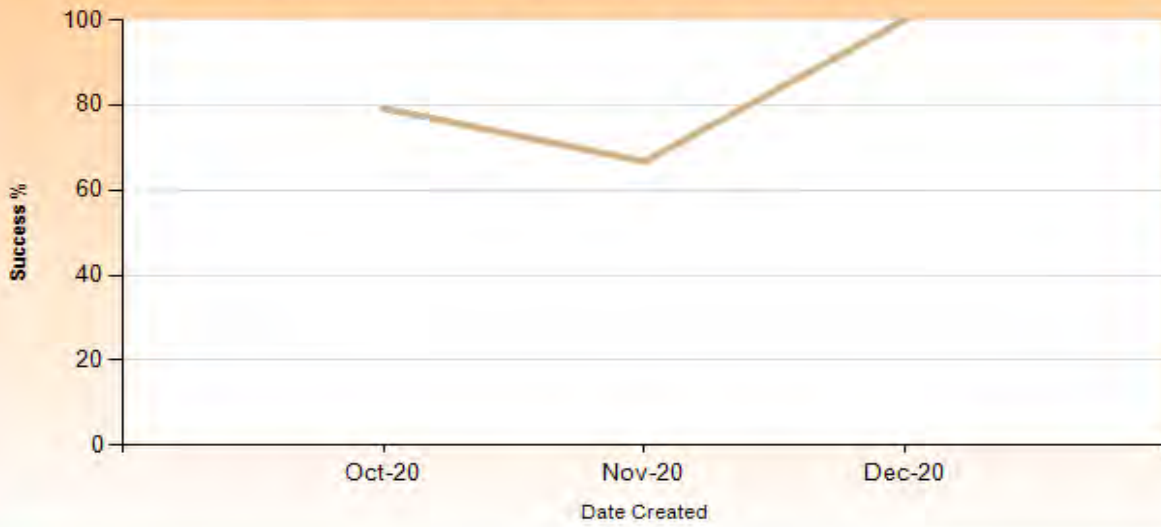
Number of Calls logged by Type



Volume of Calls Closed vs Calls Closed in Time



Completion Success per month



		Open			Closed		
Closed Calls are those calls logged during the time period that are now closed.	Open Calls are all the calls open and may have been logged at any time.	Number of Calls	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Animal Control							
	Summary	6		2		4	100.00%
	Animal Charges	1				1	100.00%
	Dog Surrender	1				1	100.00%
	Dog/Animal Missing	2		2			0%
	Dogs Aggression - Historic	1				1	100.00%
	Dogs Barking Nuisance	1				1	100.00%
Building Department CRMs							
	Summary	2				2	100.00%
	Building near any Pipe/Infrastructure may req CCTV	1				1	100.00%
	PEO General Enquiry	1				1	100.00%
Compliance Service Requests							
	Summary	6	1	2	1	2	66.67%
	Compliance - Unauthorised Activity	6	1	2	1	2	66.67%
Consent Enquiries							
	Summary	20		1	11	8	42.11%
	Planning Process	1			1		0%
	Property Information Request	5			4	1	20.00%
	Zoning and District Plan Enquiries	14		1	6	7	53.85%
Environmental Health Service Requests							
	Summary	5	1			4	100.00%
	Noise complaints straight to contractor	5	1			4	100.00%
Finance							
	Summary	12				12	100.00%
	Rates query	12				12	100.00%
Parks Reserves and Facilities							
	Summary	5				5	100.00%
	Parks & Reserves - Buildings	1				1	100.00%
	Parks & Reserves - Reserve Issues	4				4	100.00%
Roading CRMs							
	Summary	5		2		3	100.00%
	New Vehicle Entrance Request	1		1			0%
	Request 4 new street light path sign etc	2		1		1	100.00%
	Road Marking Sign & Barrier Maint Marker Posts	1				1	100.00%
	Roading Work Assessment Required - OnSite 5WD	1				1	100.00%
Rubbish Service Requests							
	Summary	3			2	1	33.33%
	Abandoned Vehicle	1			1		0%
	Illegal Rubbish Dumping	2			1	1	50.00%

Waters							
	Summary	19		2	1	16	94.12%
	3 Waters Enquiry	5				5	100.00%
	Drinking water billing	1				1	100.00%
	Drinking Water Final Meter Read	7		1	1	5	83.33%
	Drinking Water minor leak	1				1	100.00%
	Drinking Water Quantity/Pressure	2				2	100.00%
	New Drinking Storm Waste water connections	1				1	100.00%
	Stormwater Blocked pipe	1		1			0%
	Wastewater Overflow or Blocked Pipe	1				1	100.00%
Total		83	2	9	15	57	79.17%

Open Meeting

To	Meremere Community Committee
From	Gavin Ion Chief Executive
Date	22 December 2020
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0507
Report Title	Schedule of Meetings 2021

1. EXECUTIVE SUMMARY

The purpose of this report is to seek the Committee's approval to the proposed schedule of Board meetings for 2021. This does not appear to have been decided at the December 2020 meeting.

2. RECOMMENDATION

THAT the report from the Chief Executive be received;

AND THAT the Meremere Community Committee continues to hold its meetings at 7.00pm in 2021, on the following dates:

- Thursday, 18 February 2021
- Thursday, 1 April 2021
- Thursday, 13 May 2021
- Thursday, 24 June 2021
- Thursday, 5 August 2021
- Thursday, 16 September 2021
- Thursday, 28 October 2021
- Thursday, 9 December 2021.

3. ATTACHMENTS

Nil